**St. Anthony Village High School Yearbook**

**2008-2009 Edition**

Welcome to the class that puts all your hard work to good use. Your work this semester will be used in creating the 2008-2009 STA yearbook, *The Villager.* Expect to work hard, have fun, and be proud of your finished product. This is **NOT** a class where dead weight is allowed or tolerated. If you do not plan to work, please ask for a schedule change TODAY!

**Course Objectives**

* Acceptance and completion of a staff position
* Completion of at least 5 individual pages throughout the semester, including all photographs and captions
* After school events photography
* Promotion of the 2008-2009 yearbook
* Sales of the 2008-2009 yearbook
* Delivery of the 2008-2009 yearbook during the final weeks of the school year

**Rules and Regulations**

1. Monday is meeting day – meet in the classroom (302) on time!
2. I will prepare a weekly agenda and discuss this with you all on meeting day.
3. You must come prepared to work every day. Your pages are completely your responsibility.
4. Check in with your section editor on a weekly basis. Both of your grades are affected by lack of communication, and lack of progress on the yearbook.
5. On computer lab days, absolutely no games on the computer. If you are finished with your computer work that day, you may work on homework for another class. Although, there is always something that you can do for the yearbook!
6. Final approval of every photo and caption must make it past the section editor, and ultimately the yearbook adviser. Think twice about pulling a fast one, you will face consequences.

**Grading Policy**

* **Attendance and Daily Assignments- 25%**

You will receive 5 points per day in attendance. All absences must be excused in order to receive your points each day. You will all be assigned a textbook, and periodically we will have daily work and homework assignments.

* **Photos- 25%**

You will be responsible for gathering the photos for your assigned yearbook pages. In addition, you will be responsible for all photography assignments given in class.

* **Page completion and quality- 50%**

Your pages will be graded based on their on-time completion and their quality. Quality will be based on the number of changes needed at the editing process following submission at each deadline (copy, soft, hard). Photo choice and page design will also be a factor in the quality portion of this grade.

**Grading Scale**

A+ 100% C+ 78-79% F 0-59%

A 94-99% C 74-77% I Incomplete

A- 90-93% C- 70-73%

B+ 89-92% D+ 67-69%

B 84-88% D 64-66%

B- 80-83% D- 60-63%

**Student Conduct**

Students are expected to follow all school rules and treat others with respect at all times. Derogatory comments will not be tolerated. The school tardy policy will be enforced in this class. Avoid being late to class, so if you have to go to the bathroom, come see me first. Please serve any detentions earned during the semester promptly to avoid grade penalties. Also, since this class may be the first period of your day, be aware of coming late to school. Missing more than 15 minutes of this class will count as an absence.

**Unauthorized Items**

These items are **not** allowed in my classroom. I know that some of these items may be approved in other rooms, but that is the other teacher’s choice, not mine.

* Candy, food and drinks (bottled water is okay in the classroom, but no food or drinks in the computer lab)
* Headphones (no exceptions when we are in the classroom, okay if we’re in the computer lab)
* Cell phones and other personal electronic devices
* Backpacks
* Jackets
* Hats or other headgear

**Hall Passes**

Do not approach me about using a pass when classroom instruction is in progress. The appropriate time to ask would be before class starts or during quiet work time. We will be out in the hallways quite a bit to get photos and interviews of students. Please always be aware that other classes are in progress, and our goal is to cause the least amount of distraction. Move quickly and quietly in the hallways, and you should always carry a yearbook pass if you are not with a teacher.

**Have FUN!**

The first unwritten rule (many more to follow) of this class is to enjoy what you are creating together as a group. This class will be a lot of hard work, and a major commitment, but you all have the excellent opportunity to create a piece of our school’s history.

**Mrs. Berndt’s Contact Information**

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Yearbook Website: http://www.yearbookavenue.com